

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Position]  
[Embassy/Consulate Name]  
[Embassy/Consulate Address]  
[City, State, Zip Code]

Subject: Accommodation Letter for Visa Support

Dear [Recipient's Name],

I am writing to confirm that I will be providing accommodation for [Visitor's Full Name], who is applying for a visa to visit [Country Name] from [Start Date] to [End Date].

[Visitor's Full Name] will be staying at my residence located at [Your Address] during their visit. The accommodation will include [brief description of the accommodation, e.g., private room, shared facilities, etc.].

I assure you that I will be responsible for their accommodation needs and will provide a comfortable stay throughout their visit. If you require any further information or documentation, please do not hesitate to contact me.

Thank you for your consideration.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Relationship to the Visitor] (if applicable)